



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

December 23, 2010

Catherine Duvall, Treasurer
Sierra Club Independent Action
85 Second Street, Second Floor
San Francisco, CA 94105

**Response Due Date:
January 27, 2011**

Identification Number: C00483693

Reference: October Monthly Report (9/1/10-9/30/10)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following item:

- Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule B supporting Line 21(b) of your report to clarify the following description: "Advance for services." For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

Please note, you will not receive an additional notice from the Commission on this matter. Adequate responses must be received by the Commission on or before the due date noted above to be taken into consideration in determining whether audit action will be initiated. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action. **Requests for extensions of time in which to respond will not be considered.**

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any questions regarding this matter or wish to verify the adequacy of your response, please

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contact me on our toll-free number (800) 424-9530 (at the prompt press 5 to reach the Reports Analysis Division) or my local number (202) 694-1164.

Sincerely,



Nicole Miller

Campaign Finance Analyst
Reports Analysis Division

317

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